

GREEN INDUSTRIES PROGRAM

APPLICATION INSTRUCTIONS

This application is for eligibility into the program and is not intended to serve as an application for financial assistance for tax credits or financing.

All businesses applying for the Green Industries Program must complete **Part 1** of the application.

Part 2 is divided into four sections, each corresponding to a distinct business category of recycling. Compete only the section applicable for your business. If more than one section applies, please complete all applicable sections.

If you have a question about the information requested on the application, please call Crystal Nagyiski at (302)739-9909 or email: crystal.nagyiski@state.de.us.

Please mail your completed application along with a copy of your most recent business plan to the address below:

Crystal Nagyiski
Pollution Prevention Program
DNREC
89 Kings Hwy
Dover, DE 19901

Green Industries Program Application

Part 1 – General Business Information

1) Company Information

Company Name _____ Telephone _____

Contact Person _____ Title _____

Address _____ City _____

Type of Business _____ Date Established _____

Type of Entity:

Corporation _____ Partnership _____ Sole Partnership _____

Type of Business Organization: For Profit _____ Non-Profit _____

Delaware Business License Number and Type of Business i.e manufacturer:

Number of Employees:

Current full-time _____ Current part-time _____

Number of full-time positions that have been or will be created as a result of recycling or source reduction _____

Number of part-time positions that have been or will be created as a result of recycling or source reduction _____

2) Describe the nature of your company's business

3) List products/services

4) Customer profile

5) List key customers

6) Describe any future plans for growth/expansion

7) Type of assistance you may be requesting

Tax Credits _____ Financing _____ Technical Assistance _____

8) What is the amount of the investment made by your company in the recycling portion of your business?

9) Legal Representations

In the past two years, has the Applicant or any of its principals, executive officers, or directors been involved in, or been a party to, any of the following:

(If the answer to any question is yes, attach a complete explanation)

- A. Been the subject of, or party to, any formal or informal inspection inquiry, investigation, administrative proceedings, criminal prosecution or civil litigation by

any federal or state agency administering, or private person seeking relief under, state or federal environmental statutes, regulations, rules?

_____ Yes

_____ No

- B. Been the subject of, or a party to, any formal or informal inspection, inquiry, investigation, administrative proceeding, criminal prosecution or civil litigation by any federal or state agency administering, or private person seeking relief under, state or federal statutes, regulations or rules governing collective bargaining, hours of labor, working conditions, industrial hygiene and safety minimum wage standards, discrimination in wages, child labor, unemployment insurance, workers' compensation or other labor law matters?

_____ Yes

_____ No

- C. Been the subject of, or a party to, any formal or informal inspection, inquiry, investigation, administrative proceeding, criminal prosecution or civil litigation by any state or federal law enforcement, regulatory or administrative agency for the criminal or civil violation of any federal or state statute, regulation, rule or the terms of any license or permit issued by a federal or state agency, including the failure to hold such a license or permit?

_____ Yes

_____ No

- D. Been the defendant in any civil litigation in which any type of fraud, misrepresentation, unfair or deceptive trade practices were alleged?

_____ Yes

_____ No

- E. Been disbarred or suspended from contracting with any state or federal agency or from receiving financial assistance from any state or federal agency?

_____ Yes

_____ No

- F. Been denied any license or permit or had any license or permit revoked or suspended by any federal, state or local agency or governmental body?

_____ Yes

_____ No

G. Been convicted of any crime or criminal offense?

_____ Yes _____ No

H. Filed a voluntary, petition in bankruptcy or had an involuntary petition in bankruptcy filed against the Applicant, in any bankruptcy court, or been subject to any other state or federal insolvency or receivership proceedings?

_____ Yes _____ No

Part II – Business Categories

Please complete the appropriate section(s)

- A. Source Reduction – *to be completed by companies which will significantly reduce waste generation in their manufacturing process.*
- B. Utilization of Recycled Materials as Feedstocks – *to be completed by companies who manufacture products that are composed of at least 25% recycled materials.*
- C. Processing of Materials Removed from the Municipal Solid Waste Stream – *to be completed by companies engaged in the processing/recycling of materials removed from the municipal solid waste stream.*
- D. Collection and Distribution of Recycled Materials and/or Materials Prevented from Entering the Municipal Solid Waste Stream – *to be completed by companies engaged in the collection and distribution of recycled materials and/or materials prevented from entering the solid waste stream.*

Category A – *Source Reduction*

1) List all permits, reports, etc. required by DNREC or the U.S. EPA

2) Are your planned waste reductions a result of regulatory or government requirements? If yes, please explain.

3) Attach a copy of your source reduction plan which includes the following requirements:

- Type and amount by weight of each waste generated during the last 12-month period of your tax year.
- A description of the source reduction project(s) in detail.
- Impact of each source reduction project on the waste stream.
 - Extent to which the project reduces the toxicity of waste produced
 - Quantification of any cross-media transfers or waste generation
 - Type and amount of each waste generated after reduction (specify year)
- Projected source reduction implementation costs.
- Expected payback period.
- Timetable for implementation of the source reduction project(s).

Category B – *Utilization of Recycled Materials In Feedstocks*

In your responses below, list only those products that will be made from recycled materials. Do not provide information on products that are not made from recycled materials.

- 1) List the product(s) produced at your qualified facility, as defined in 30 Del. C. §2010(1), using recycled material(s), as defined in 30 Del. C. §2040(d), the amount of recycled content in each product by weight and the source of the recycled material(s).

PRODUCT	RECYCLED MATERIAL	QNTY. OF RECYCLED MATERIAL USED	SOURCE

- 2) Total quantity of product produced.

PRODUCT	TOTAL QUANTITY OF PRODUCT PRODUCED DURING A 12-MONTH PERIOD

- 3) If applicable – How have you modified your process to accommodate the use of recycled materials to meet the 25% requirement necessary to participate in the Green Industries Program? What were your previous feedstocks?

- 4) Of the total plant output, what percentage of the products contain recycled feedstocks? _____%.

Category C – *Processing of Materials Removed from the Delaware Solid Waste Stream*

1) What material(s) does your company process/recycle?

MATERIAL	QUANTITY PER MONTH

2) Where do you obtain these materials?

3) What is your method of processing/recycling for each material?

MATERIAL	METHOD OF PROCESSING/RECYCLING

4) What products does your company produce from the above processing/recycling?

PRODUCT	QUANTITY PER MONTH

5) What is/are the market(s) for these products? Under "Customer" please define whether they are a broker, manufacturer, retailer, etc.

PRODUCT	CUSTOMER	QUANTITY PER MONTH

Category D – *Collection and Distribution of Recycled Materials and/or Materials Prevented from Entering Delaware's Solid Waste Stream*

1) What material(s) does your company collect/distribute?

MATERIAL	QUANTITY PER MONTH

2) Where are these materials collected?

A. Geographic location

B. Number and type of customers (e.g. commercial, industrial, household)

3) How are these materials collected (e.g. commingled, separated, roll-offs, curbside, boxes, bags)

- 4) Are you sorting or processing materials? (Processing involves changing the structure or composition of the material(s). If yes, please explain.

- 5) Where are the materials transported/distributed?

MATERIAL	CUSTOMER	QUANTITY

- 6) What is/are the market(s) for these products?

PRODUCT	CUSTOMER	MARKET/END PRODUCT

Green Industries Program

Certification and Affirmation Statement

PLEASE NOTE: Eligibility for Green Industries status from the Delaware Economic Development Authority (DEDA) and the Delaware Department of Natural Resources & Environmental Control (DNREC) is determined by the information presented in this application and in the required exhibits and attachments. Any change in the status of the proposed project from the facts presented herein could disqualify the project, including but not limited to, the commencement of construction or the acquisition of assets such as land or equipment. Please contact the staff of the Authority before taking any action which would change the status of the project as reported herein.

I, the undersigned, being duly sworn upon my oath say:

1. The Applicant hereby agrees, if this application is approved, to comply with all federal, state, and local laws with respect to operating the proposed project. As part of this agreement, the Applicant agrees to use its best efforts in good faith to meet all employment projections set forth herein and to give the first opportunity of employment to qualified Delaware residents for all unskilled and semi-skilled workers employed by the applicant. The Applicant agrees to report to the Authority, no later than August 31 of the year following the start of its operation of the project, the total number of its unskilled and semi-skilled employees and the number of its unskilled and semi-skilled employees who were residents of Delaware at the time of their employment.
2. The Applicant hereby acknowledges and agrees that the Authority reserves the right to and may disclose any information contained in this application and its supporting documents to the staff and attorneys of DEDA and DNREC, at any public hearing held on this application by DEDA, in any published notice of such hearing, and that this application is subject to the Delaware Freedom of Information Act.
3. To the extent permitted by Delaware's Freedom of Information Act, all information contained in this application or obtained by DEDA in investigating or considering this application will be kept confidential, except for disclosure to the Council, to the staff and attorneys of DEDA, and except for disclosures made at the public hearing of the Council and in any published notice of such hearing. If a grant is made for your project, confidentiality may also be affected by any information reporting and other requirements imposed on the Authority by the Internal Revenue Code.
4. The Applicant hereby agrees that any officers, employees, agents or attorneys of DEDA or the Delaware Economic Development Office ("DEDO") may have access to and copy any and all information in any form pertaining to Applicant, including, but not limited to, tax returns and information from tax returns as used in 30 Del. C. §368, in the custody of any State of Delaware, or other State, department, agency, instrumentality, division, office, board, bureau, council, commission, committee, panel or "public body," as that term is defined in the Delaware Freedom of Information Act, 29 Del. C.

§ 10002(a), including, but not limited to, the Departments of Finance, State, Labor, and DNREC of the State of Delaware, the United States Environmental Protection Agency, the United States Department of Labor, the National Labor Relations Board or any other agency of the federal government having custody of information deemed pertinent by DEDO or the Authority staff or attorneys in evaluating Applicant's application.

5. This application, including all attachments and exhibits, is the product of diligent and reasonable investigation that I have either overseen, or in which I have been personally involved.
6. I have **carefully read** this application, including all attachments and exhibits, and the information contained in this application, including all attachments and exhibits, is true, accurate and complete to the best of my information and belief.
7. I am a "high managerial agent" of the Applicant, as defined in Del. C. §284(b), and I am acting within the scope of my employment and in behalf of the Applicant.
8. I understand that if I have intentionally made a false statement in this application, or someone else has made a false statement herein that I know or believe to be false, I am subject to criminal prosecution. Further, the Authority, at its option, may terminate the company's Green Industries status.

NAME OF APPLICANT: _____

SIGNATURE: _____

NAMES (PRINT): _____

TITLE: _____ DATE: _____

State of _____)
) ss
County of _____)

Signed and sworn to (or affirmed) before me on _____, 20_ _ by

[SEAL]

Notary Public
My Commission expires: _____

